



Meeting Minutes

Teacher Education Program

CCASA - Committee on Curriculum, Admissions, Standings and Appeals

Wednesday, January 17, 2024

1:30 pm - 2:30 pm Hybrid meeting TEO 101 & zoom

Attendees: Karen Ragoonaden (TEO), John Yamamoto (TEO), Kathryn Accurso (Chair), Simon Lisaingo (ECPS), Scott Goble (EDCP), Alexis Okabe (NITEP), Amber Moore (LLED), Najmeh Bahrami

Regrets: Ali Abdi (EDST)

Guest: Kerry Renwick (EDCP)

1. Welcome- Kathryn Accurso
2. Land Acknowledgment- Kathryn Accurso
3. Approval of the agenda- Approved but the following should be added:
 - Postponing discussion on EDCP Cat 2 Change proposal.
 - Adding an information item under new business about the calendar updates
4. Approval of Minutes from December 4, 2023- Approved
5. Business Arising from Minutes
 - a. Note: future discussion will be held on the topic of appeals, as needed
6. New Business
 - Fall Graduation 2024
 - An update on changes to the fall graduation procedure due to the move to the workday system was provided
 - The dates and deadlines for graduation will be changing to August
 - The importance of departmental awareness regarding the altered deadlines and procedures was emphasized.
 - EDCP 494 Curriculum Proposal Change- Tabled (lack of quorum)



- **Information Item: Calendar Updates for CAT changes**
 - The final steps of the calendar update process, including proofreading and checking for correct implementation of proposed changes were explained.
 - Kathryn and John will be checking recently submitted CAT changes (2022-23 academic year) for accuracy
 - Departments will be updated afterward regarding the status of changes and can report back to departments and CCASA members if there are any concerns
 - The importance of communication and feedback between the Teacher Education Office, CCASA, and departments highlighted.

7. Adjournment: The meeting was adjourned at 10:20 a.m.

Next Meeting: Wednesday, February 7, 2024 10:30 - 11:30 am